



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
U.S. ARMY INSTALLATION MANAGEMENT COMMAND-PACIFIC
HEADQUARTERS, UNITED STATES ARMY GARRISON, HAWAII
745 WRIGHT AVENUE, BUILDING 107, WHEELER ARMY AIRFIELD
SCHOFIELD BARRACKS, HAWAII 96857-5000

IMHW-ZA

OCT 15 2018

MEMORANDUM FOR All Military Personnel, Family Members and Department of Defense (DoD) Civilian Employees within United States Army Garrison, Hawaii (USAG-HI) Installations

SUBJECT: Policy Memorandum USAG-HI-28, Emergency Childcare Resource Coordination for Army in Hawaii Installations

1. Reference. DoD Family Advocacy Program (FAP) Standards and Army Regulation (AR) 608-18, The Army Family Advocacy Program, 30 Oct 07, (RAR, 13 Sep 11.)
2. Applicability. This policy applies to all Soldiers, Family Members and DoD Civilians, within United States Army installations in Hawaii.
3. Policy.

a. It is incumbent upon Soldiers to have comprehensive Family care plans to ensure there are appropriate measures in place to assist their Family Members in the event of an emergency or situation that could place a child Family Member without parental supervision. In accordance with AR 608-18, The Army Family Advocacy Program, in emergency situations FAP can assist with the coordination of short-term childcare in a childcare setting in situations involving abused or neglected children, as well as those at risk of being abused or neglected. The Army Community Service (ACS), FAP Manager (FAPM) is the point of contact for these actions.

b. Parent or legal guardian authorization of alternate childcare is required for a Family Member child, as USAG-HI does not have the authority to take custody of children or to serve as a child-placing organization with the State of Hawaii, Department of Human Services (DHS). The only agency that is authorized to remove children on the island of Oahu is the Honolulu Police Department (HPD). There are two types of situations that may require emergency alternate care:

1. Parent or Legal Guardian Authorizes Alternate Care: Generally, this would cover a FAP-related emergency that requires the parent to be admitted into a Military Treatment Facility (MTF) or who is not able to physically meet the needs of a Family Member child due to a FAP-related emergency.

(2) Parent or Legal Guardian Unable to Authorize Alternate Care: Generally, this would cover any FAP-related emergency that renders a parent unable to provide care or authorize alternate care for a child Family Member. Emergency childcare will require State of Hawaii, DHS involvement to provide emergency foster care. Possible DHS emergency foster care placement options could include a Family Childcare (FCC) provider, a resource caregiver licensed with DHS, or another identified individual (e.g., a Family Member).

c. Some examples of FAP-related emergencies warranting alternate childcare are as follows:

(1) A domestic violence incident occurs in which the Service Member is the victim and the Family Member offender gets incarcerated. If the Family Member offender was the sole caregiver of the children, the Service Member may be in need of emergency childcare resource coordination to assist with the children while he or she is on duty.

(2) Service Member is at off-island training and the Family Member spouse is the sole caregiver for children. If the Family Member spouse is in need of emergency medical attention and there is no support network to assist with the child(ren), FAP may be able to assist with emergency childcare resource coordination. Since this circumstance is not FAP-related, this should only be used as a last resort when all other resources have been exhausted.

(3) Children are placed with a foster parent and the foster parent works full-time.

d. Children must be registered with Child, Youth & School (CYS) Services prior to being considered for childcare in a military childcare setting. Placement locations for children may include on or off-post options depending on availability and space. If there is no availability at a CYS Services facility or with an FCC Provider, the Family will be referred off-post for additional resources. The length of the coordinated care will be determined on a case-by-case basis depending on the circumstances.

e. Emergency Childcare Funding Resources: Parents/legal guardians are generally responsible for payment of services. However, FAP funds may be authorized to support short-term crisis childcare. The ACS Financial Readiness Program can also assist with developing a financial plan and/or coordinating assistance through Army Emergency Relief (AER).

f. Emergency Childcare Referral Process:

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(1) Commanders shall notify the ACS FAPM of the need for possible emergency childcare resource coordination. The FAPM or designee will serve as the coordinator.

(2) The FAPM will coordinate with either Tripler Army Medical Center (TAMC) or Schofield Barracks, Family Advocacy Program (FAP), Department of Behavioral Health (DBH) to complete a risk assessment to determine the level of risk and need for alternate childcare. The FAPM in conjunction with FAP DBH, Staff Judge Advocate, and the Unit Commander will determine whether short-term crisis childcare is authorized or whether the State of Hawaii, DHS will be required to provide emergency foster care placement.

4. This policy memorandum supersedes Policy Memorandum USAG-HI-28, SAB, dated 25 Aug 16 and remains in effect until rescinded or superseded in writing.

5. Proponent. The proponent for this policy is the USAG-HI DFMWR ACS, FAP at 655-4778.



THOMAS J. BARRETT
COL, AV
Commanding

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